

Finance Reports Pack – 17th April 2020

March accounts to be approved by email and retrospectively signed at the next meeting of FTC as per attached document 98.1 Delegation.

Documents included:

Bank reconciliation and statement – Co-operative Current Account

Bank reconciliation and statement – Co-operative Instant Access

Bank reconciliation – CCLA Investment Account

Detailed income and expenditure report (1-03-2020 to 31-03-2020)

List of income and expenditure items (1-03-2020 to 31-03-2020)

Summary:

Expenditure during the month of March 2020 was £14,343.52 and income was £5,102.59.

Bank balances at 31st March 2020 as follows:

Co-operative Current Account 103,679.52

Co-operative Instant Access 25,199.09

CCLA Investment Account 227,157.08

Please note that the information contained in these reports is confidential to FTC Cllrs as it has not been possible at this time to redact personal information.

**Bank Reconciliation Statement as at 05/04/2020
for Cashbook 2 - Investment A/c CCLA**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Investment A/c CCLA	31/03/2020		227,157.08
			227,157.08
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			227,157.08
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			227,157.08
		Balance per Cash Book is :-	227,157.08
		Difference is :-	0.00

**Bank Reconciliation Statement as at 05/04/2020
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/c Directplus	31/03/2020	685	103,679.52
			<u>103,679.52</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
04/02/2020 207369 Top Marks-Over 70s		360.00	
04/03/2020 207367 Elliot Newsagent-Over 70s		80.00	
04/03/2020 207370 Millmark-Over 70s		130.00	
09/03/2020 207368 Top Shop		300.00	
			<u>870.00</u>
			102,809.52
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			102,809.52
		Balance per Cash Book is :-	102,809.52
		Difference is :-	0.00

STATEMENT

Ms J O'Donoghue
Frodsham Town Council
Castle House
Castle Park
FRODSHAM
WA6 6SB
UK

CLIENT: FRODSHAM TOWN COUNCIL

ACCOUNT NAME:

ACCOUNT NUMBER: 0126850001PC

Statement at 31 March 2020

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/03/20	Brought Forward			227,032.56	
02/03/20	Dividend reinvested		124.52	227,157.08	4
31/03/20	Carried Forward			227,157.08	4

Statement of Dividends paid during the month to 31 March 2020

Date	Receiving Account	Amount Paid £
02-03-20	Dividend reinvested	124.52



Detailed Income & Expenditure by Budget Heading 05/04/2020

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Policy & Process</u>								
1076 Precept	0	269,066	269,066	0			100.0%	
1090 Income - Interest	125	1,781	500	(1,281)			356.1%	
1100 Income - Grants & Donation	0	8,087	32,376	24,289			25.0%	
1110 Income - CHP	706	7,236	3,000	(4,236)			241.2%	
1420 Income - Walk Book	0	8	0	(8)			0.0%	
1460 Income - Silver Sunday	0	775	0	(775)			0.0%	
1990 Income - Other	2,177	24,446	16,000	(8,446)			152.8%	
Policy & Process :- Income	3,007	311,399	320,942	9,543			97.0%	0
4000 Staff Salary	4,207	57,354	90,837	33,483		33,483	63.1%	
4030 PAYE and NI	1,251	20,308	0	(20,308)		(20,308)	0.0%	
4040 Pension	1,145	13,999	0	(13,999)		(13,999)	0.0%	
4050 Mileage & Benefits - Staff	0	93	0	(93)		(93)	0.0%	
4060 Expenses - Staff Other	0	163	0	(163)		(163)	0.0%	
4070 Training - Staff	0	530	1,200	670		670	44.2%	
4080 Chairman's Allowance	0	(100)	1,000	1,100		1,100	(10.0%)	
4090 Training - Councillor	0	912	400	(512)		(512)	228.0%	
4100 Expenses - Councillor	105	105	0	(105)		(105)	0.0%	
4110 Bank Charges	0	0	25	25		25	0.0%	
4120 Audit Fees	0	600	1,500	900		900	40.0%	
4130 Professional Fees	0	1,926	0	(1,926)		(1,926)	0.0%	
4140 Subscriptions & Memberships	0	3,756	2,000	(1,756)		(1,756)	187.8%	
4150 Insurance	0	2,322	2,300	(22)		(22)	100.9%	
4160 Stationery	66	353	1,000	647		647	35.3%	
4170 Postage	0	168	150	(18)		(18)	111.9%	
4180 Telephone & Broadband	97	1,288	1,750	462		462	73.6%	
4190 Photocopier	0	702	0	(702)		(702)	0.0%	
4200 Website	120	1,392	1,500	108		108	92.8%	
4210 IT	219	2,901	1,750	(1,151)		(1,151)	165.7%	
4220 Grants Paid	0	5,145	6,000	855		855	85.8%	
4240 Rent	425	5,730	5,100	(630)		(630)	112.4%	
4250 Rates	0	1,228	1,500	273		273	81.8%	
4260 Pub Consultations	0	0	500	500		500	0.0%	
4270 Adverts	0	0	300	300		300	0.0%	
4310 Fuel	0	365	1,500	1,135		1,135	24.4%	
4320 Maintenance	1,417	4,251	0	(4,251)		(4,251)	0.0%	
4420 Xmas Lights	0	440	0	(440)		(440)	0.0%	
4735 Mayor Allowance	0	525	1,000	475		475	52.5%	
4760 Play areas	448	448	0	(448)		(448)	0.0%	

Detailed Income & Expenditure by Budget Heading 05/04/2020

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4810 Elections	0	1,805	0	(1,805)		(1,805)	0.0%	
4830 WW1	0	1,065	0	(1,065)		(1,065)	0.0%	
4990 Sundries	1,396	6,870	0	(6,870)		(6,870)	0.0%	
Policy & Process :- Indirect Expenditure	10,895	136,643	121,312	(15,331)	0	(15,331)	112.6%	0
Movement to/(from) Gen Reserve	(7,888)	174,756						
110 Community								
1100 Income - Grants & Donation	0	1,000	0	(1,000)			0.0%	
1410 Income - Allotments	0	927	810	(117)			114.5%	
1990 Income - Other	0	50	0	(50)			0.0%	
Community :- Income	0	1,977	810	(1,167)			244.1%	0
4240 Rent	0	2,100	1,000	(1,100)		(1,100)	210.0%	
4250 Rates	0	0	1,000	1,000		1,000	0.0%	
4320 Maintenance	409	8,517	16,000	7,483		7,483	53.2%	
4400 H & S	0	0	250	250		250	0.0%	
4410 Street Furniture	0	18	1,000	982		982	1.8%	
4420 Xmas Lights	0	6,353	750	(5,603)		(5,603)	847.0%	
4430 Over 70s	1,980	11,034	12,000	966		966	91.9%	
4440 War Memorial	0	54,430	115,710	61,280		61,280	47.0%	
4600 Utilities	0	25	0	(25)		(25)	0.0%	
4760 Play areas	0	615	0	(615)		(615)	0.0%	
4990 Sundries	0	955	0	(955)		(955)	0.0%	
Community :- Indirect Expenditure	2,389	84,047	147,710	63,663	0	63,663	56.9%	0
Movement to/(from) Gen Reserve	(2,388)	(82,070)						
120 Environment								
1990 Income - Other	0	478	0	(478)			0.0%	
Environment :- Income	0	478	0	(478)				0
4280 Infrastructure & Street Scene	0	474	0	(474)		(474)	0.0%	
4320 Maintenance	36	6,556	10,000	3,444		3,444	65.6%	
4990 Sundries	0	94	0	(94)		(94)	0.0%	
Environment :- Indirect Expenditure	36	7,124	10,000	2,876	0	2,876	71.2%	0
Movement to/(from) Gen Reserve	(36)	(6,646)						
130 Cemetery								
1300 Income - Burial Fees	2,220	18,613	10,000	(8,613)			186.1%	
1301 Income - Memorials	0	1,065	0	(1,065)			0.0%	
Cemetery :- Income	2,220	19,678	10,000	(9,678)			196.8%	0

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4240 Rent	0	0	6,000	6,000		6,000	0.0%	
4250 Rates	0	1,399	0	(1,399)		(1,399)	0.0%	
4320 Maintenance	60	824	2,000	1,176		1,176	41.2%	
4550 Plaques & Memorials	0	106	0	(106)		(106)	0.0%	
4560 Waste Removal	72	722	0	(722)		(722)	0.0%	
4600 Utilities	10	369	0	(369)		(369)	0.0%	
4990 Sundries	0	325	0	(325)		(325)	0.0%	
Cemetery :- Indirect Expenditure	142	3,745	8,000	4,255	0	4,255	46.8%	0
Movement to/(from) Gen Reserve	2,078	15,933						
140 Events								
1450 Income - Xmas market	0	1,720	0	(1,720)			0.0%	
1470 Xmas donations	0	6,713	0	(6,713)			0.0%	
Events :- Income	0	8,433	0	(8,433)				0
4240 Rent	0	77	0	(77)		(77)	0.0%	
4700 Town Meetings	0	0	200	200		200	0.0%	
4710 Festival of Walks	0	3	1,250	1,247		1,247	0.2%	
4720 Remembrance Sunday	0	0	350	350		350	0.0%	
4730 Christmas Festival	461	7,383	6,000	(1,383)		(1,383)	123.1%	
4740 NY Eve	0	2,500	2,250	(250)		(250)	111.1%	
4750 Sponsorship Fund	0	209	0	(209)		(209)	0.0%	
4990 Sundries	114	586	0	(586)		(586)	0.0%	
Events :- Indirect Expenditure	575	10,758	10,050	(708)	0	(708)	107.0%	0
Movement to/(from) Gen Reserve	(575)	(2,325)						
150 Capital								
4210 IT	0	0	1,000	1,000		1,000	0.0%	
4280 Infrastructure & Street Scene	0	0	1,000	1,000		1,000	0.0%	
4420 Xmas Lights	0	0	5,000	5,000		5,000	0.0%	
4570 Burial Ground Extension	0	48,471	45,000	(3,471)		(3,471)	107.7%	
4760 Play areas	0	160	0	(160)		(160)	0.0%	
Capital :- Indirect Expenditure	0	48,631	52,000	3,369	0	3,369	93.5%	0
Movement to/(from) Gen Reserve	0	(48,631)						
160 Projects								
1440 Income - Mayor Fund	0	(1,100)	0	1,100		1,100	0.0%	
Projects :- Direct Expenditure	0	(1,100)	0	1,100	0	1,100		0

Detailed Income & Expenditure by Budget Heading 05/04/2020

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4800 Neighbourhood Plan	180	1,538	1,000	(538)		(538)	153.8%	
4810 Elections	0	0	10,000	10,000		10,000	0.0%	
4820 FYA	0	10,000	10,000	0		0	100.0%	
4830 WW1	0	0	680	680		680	0.0%	
4840 Community Safety	0	0	4,000	4,000		4,000	0.0%	
Projects :- Indirect Expenditure	<u>180</u>	<u>11,538</u>	<u>25,680</u>	<u>14,143</u>	<u>0</u>	<u>14,143</u>	<u>44.9%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(180)</u>	<u>(10,438)</u>						
Grand Totals:- Income	<u>5,227</u>	<u>341,965</u>	<u>331,752</u>	<u>(10,213)</u>			<u>103.1%</u>	
Expenditure	<u>14,216</u>	<u>301,385</u>	<u>374,752</u>	<u>73,367</u>	<u>0</u>	<u>73,367</u>	<u>80.4%</u>	
Net Income over Expenditure	<u>(8,989)</u>	<u>40,579</u>	<u>(43,000)</u>	<u>(83,579)</u>				
Movement to/(from) Gen Reserve	<u>(8,989)</u>	<u>40,579</u>						

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		112,920.45					112,920.45	
529	Banked: 03/03/2020	1,340.00						
T2972	CAFAM 137	60.00			1300	130	60.00	Admin
T2973	Turner	1,280.00			1300	130	1,280.00	Interments
T2974	Banked: 03/03/2020	40.00						
T2974	CWAC	40.00			1110	100	40.00	CPR1/373
T2977	Banked: 03/03/2020	30.00						
T2977	Frodsham Wind Farm	30.00			1110	100	30.00	CPR1/391
T2976	Banked: 06/03/2020	172.00						
T2976	CWAC	172.00			1110	100	172.00	CPR1/386
T2975	Banked: 06/03/2020	2,047.09						
T2975	Castle Park Arts Centre	2,047.09			1990	100	2,047.09	WI Working Group
T2979	Banked: 12/03/2020	34.00						
T2979	CWAC	34.00			1110	100	34.00	CPR1/388
T2980	Banked: 20/03/2020	57.50						
T2980	CWAC	57.50			1110	100	57.50	CPR1/396
T2982	Banked: 24/03/2020	880.00						
T2982	J C Clarke	880.00			1300	130	880.00	Interment F311
T2981	Banked: 24/03/2020	130.00						
T2981	DVLA	130.00			1990	100	130.00	Refund
T2983	Banked: 25/03/2020	372.00						
T2983	CWAC	372.00			1110	100	372.00	CPR1/390/392
Total Receipts for Month		5,102.59	0.00	0.00			5,102.59	
Cashbook Totals		118,023.04	0.00	0.00			112,920.45	

Payments for Month 12

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
02/03/2020	CWAC	DD	510.00		85.00	4240	100	425.00	Office rent March
02/03/2020	Prism Ltd	DD	115.91		19.32	4180	100	96.59	Phone
02/03/2020	Hales Fruits Ltd	207358	270.00			4430	110	270.00	Over 70s
02/03/2020	Scottish Power	DD	10.00			4600	130	10.00	Cemetery power
03/03/2020	Scarlett Entertainment	BACS	1,500.00		250.00	4990	100	1,250.00	Scarlett Ent (Xmas 2020)
03/03/2020	Rabbit Digital	BACS	120.00			4200	100	120.00	Website February
03/03/2020	Jenny Penny	BACS	420.00			4430	110	420.00	Over 70s
03/03/2020	[REDACTED]	BACS	30.00			4990	100	30.00	Padocks and chain
03/03/2020	[REDACTED]	BACS	180.00			4800	160	180.00	NP Admin
03/03/2020	Travis Perkins	BACS	553.66		92.28	4730	140	461.38	Travis Perkins
03/03/2020	Northwich Town Council	BACS	1,700.28		283.38	4320	100	1,416.90	Maintenance contract
05/03/2020	DRB Jewellers	207361	70.00			4430	110	70.00	Over 70s
06/03/2020	Frodsham Community Association	BACS	114.00			4990	140	114.00	VE Day room hire
06/03/2020	KDE	BACS	72.00		12.00	4320	130	60.00	Replace cemetery tap
06/03/2020	UK VENDING	BACS	39.26			4990	100	39.26	Vending machine
06/03/2020	Amberol Ltd	BACS	490.20		81.70	4320	110	408.50	2 x litter bin
06/03/2020	[REDACTED]	BACS	105.38			4100	100	105.38	Halloween expenses
11/03/2020	Candles Plus	207366	50.00			4430	110	50.00	Over 70s
11/03/2020	Frodsham District Stroke Club	207352	30.00			4430	110	30.00	Over 70s
11/03/2020	Halton Haven Hospice	BACS	220.00			4430	110	220.00	Over 70s
11/03/2020	Bates Office Services Ltd	BACS	18.43		3.07	4160	100	15.36	Dishwasher tablets
13/03/2020	Cheshire Pensions	BACS	1,144.71			4040	100	1,144.71	Staff pensions
13/03/2020	HMRC	BACS	1,251.05			4030	100	1,251.05	PAYE/NI
13/03/2020	[REDACTED]	BACS	2,229.36			4000	100	2,229.36	Salary
13/03/2020	[REDACTED]	BACS	576.00			4000	100	576.00	Salary
13/03/2020	[REDACTED]	BACS	876.02			4000	100	876.02	Salary
13/03/2020	[REDACTED]	BACS	525.40			4000	100	525.40	Salary
19/03/2020	Northwich Town Council	BACS	537.60		89.60	4760	100	448.00	Play area works
19/03/2020	Robert Gleave and Sons	BACS	43.17		7.20	4320	120	35.97	Rock salt
19/03/2020	H & L Self Storage Ltd	BACS	91.80		15.30	4990	100	76.50	Storage unit
19/03/2020	[REDACTED]	BACS	50.18			4160	100	50.18	COVID-19 office supplies
20/03/2020	B & M Waste Services	DD	86.02		14.34	4560	130	71.68	Cemetery waste
25/03/2020	Prism Ltd	DD	263.09		43.85	4210	100	219.24	IT services
27/03/2020	L Harris Jewellers	207371	50.00			4430	110	50.00	Over 70s
Total Payments for Month			14,343.52	0.00	997.04			13,346.48	
Balance Carried Fwd			103,679.52						
Cashbook Totals			118,023.04	0.00	997.04			117,026.00	



Statements-0890536149310600

BRANCH : WARRINGTON

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BIC : CPBKGB22

IBAN : GB54CPBK08905361493106

TYPE : COMMUNITY DIR FRODSHAM TOWN COUNCIL

31 MAR 20

DATE	DESCRIPTION	WITHDRAWALS	DEPOSITS	BALANCE
11 MAR 20	BROUGHT FORWARD			109,948.85
11 MAR 20	BATES OFFICE SERVI SIN247593	18.43		109,930.42
12 MAR 20	CHESHIRE WEST AND BLANKS		34.00	109,964.42
13 MAR 20	[REDACTED]-SALARY	525.40		
13 MAR 20	[REDACTED] FTC-SALARY	576.00		
13 MAR 20	[REDACTED] FTC-SALARY	876.02		
13 MAR 20	HMRC 709PA00115747	1,251.05		
13 MAR 20	[REDACTED] FTC-SALARY	2,229.36		
13 MAR 20	CHESHIRE PENSIONS 9852093	1,144.71		103,361.88
19 MAR 20	ROBERT GLEAVE & SO 933	43.17		
19 MAR 20	[REDACTED] FTC-EXP	50.18		
19 MAR 20	H&L STORAGE LTD 3969	91.80		
19 MAR 20	NORTHWICH TOWN COU 4151	537.60		102,639.13
20 MAR 20	DD BAGNALL & MORRIS W F568FRODSHAM	86.02		
20 MAR 20	CHESHIRE WEST AND BLANKS		57.50	102,610.61
24 MAR 20	000000 CREDIT 4391300108880001		1,010.00	103,620.61
25 MAR 20	DD PRISM BUSINESS DEV PRSM3947 116885	263.09		103,357.52
26 MAR 20	CHESHIRE WEST AND BLANKS		372.00	103,729.52
27 MAR 20	207371 0013974702870000	50.00		103,679.52



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BIC :

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TYPE : INSTANT

FRODSHAM TOWN COUNCIL

31 MAR 20

DATE	DESCRIPTION	WITHDRAWALS	DEPOSITS	BALANCE
29 MAY 19	BROUGHT FORWARD			25,136.42
4 OCT 19	INTEREST		62.67	25,199.09